

**CLAIMS**

1. In a workflow system, a method for managing workflow using a plurality of scripts, the method comprising:  
supplying a plurality of folders with a corresponding  
5 plurality of scripts;  
selecting a first number of folders;  
processing a document; and,  
adding the processed document to the selected folders.

10 2. The method of claim 1 in which at least one multifunctional peripheral (MFP) device is supplied with functions comprising scanning, faxing, printing, and copying; and,  
wherein processing a document includes using processes selected from the group including scanning, faxing, printing, and  
15 copying.

3. The method of claim 2 further comprising:  
in response to adding the processed document to a first  
number of selected folders, generating the document in a first number  
20 of scripts.

4. The method of claim 3 in which at least one computer workstation with an operating system is supplied, connected to a MFP device;  
25 the method further comprising:

installing a shell extension to the computer operating system;

in response to accessing the shell extension, generating the first number of folders; and,

5 writing a script for each of the first number of folders.

5. The method of claim 4 further comprising:

in response to accessing the shell extension, selecting folders for editing; and,

10 editing the scripts in the selected folders.

6. The method of claim 5 further comprising:

saving the folders.

15 7. The method of claim 6 wherein writing a script for each of the first number of folders includes writing a script using a protocol selected from the group including Java and visual basic (VB).

8. The method of claim further comprising:

20 selecting an MFP device at which the document is to be processed.

9. In a workflow system including a computer workstation and a multifunctional peripheral (MFP) device, a method  
25 for managing workflow using a plurality of scripts, the method comprising:

installing a shell extension to the computer operating system;

in response to accessing the shell extension, generating a first number of folders;

5 writing a script for each of the first number of folders using a protocol selected from the group including Java and visual basic (VB);

saving the folders;

supplying a plurality of folders with a corresponding plurality of scripts;

10 selecting a first number of folders; processing a document using processes selected from the group including scanning, faxing, printing, and copying; adding the processed document to the selected folders;

15 and,

in response to adding the processed document to a first number of selected folders, generating the document in a first number of scripts.

20 10. A system for managing workflow using a plurality of scripts, the system comprising:

a folder directory including a plurality of folders with a corresponding plurality of scripts;

a manager to select folders in the file directory; and,